

**DURHAM, NORTH CAROLINA  
MONDAY, MARCH 17, 2003  
5:30 P.M.**

**Pursuant** to the proper notification, the Durham City Council held a special meeting on the above date and time in the Committee Room at City Hall with the following members present: Mayor Bell, Mayor Pro Tempore Cheek and Council Members Clement, Cole-McFadden, Edwards and Stith. Absent: Council Member Best.

Also present: City Manager Marcia Conner and City Clerk D. Ann Gray.

Mayor Bell called the special meeting to order.

City Manager Conner made comments on the emergency security precautions for City of Durham if war is declared.

- All employees should begin wearing their identification badges effective immediately during working hours. All employees who do not have badges are being encouraged to make arrangements to get them done immediately.
- All employees are encouraged to review evacuation plans and procedures for their buildings.
- Employees who handle mail should review mail handling procedures. An advisory will be sent out to inform employees on safe handling procedures and training will be scheduled in the event of Red Alert.
- The City of Durham's website has been updated with links to emergency preparedness and homeland security information. In the event of service changes or other public information needs, the InfoLine will be updated with appropriate information.
- In the event of Red Alert, the City will implement heightened security-restricted access to buildings and vital facilities such as water treatment plants, City Hall, Police Headquarters – to protect the public and employees.

Mark Greenspan, of Property Facilities & Management, briefed the Council on security procedures for city facilities and City Hall.

Police Chief Chalmers stated an operational plan for the City is in place if war is declared. He also stated he had met with Duke and NCCU.

**SUBJECT: EVALUATION OF A COUNCIL EMPLOYEE**

**MOTION** by Mayor Pro Tempore Cheek seconded by Council Member Stith to go into closed session to discuss the performance of the City Manager was approved at 5:55 p.m.

March 17, 2003

Page 2

by the following vote: Mayor Bell, Mayor Pro Tempore Cheek and Council Members Clement, Cole-McFadden and Stith. Absent At Time of Vote: Council Member Edwards. Absent: Council Member Best.

By a vote of 6/0, the City Council returned to open session at 6:40 p.m.

No action was taken.

There being no further business to come before the Council, the special meeting was adjourned at 6:40 p.m.

D. Ann Gray, CMC  
City Clerk